

**Meeting of the Villanova University
Academic Policy Committee**

Wednesday, January 23, 2019
1:00 - 2:00 PM
Fedigan Room (SAC 400)

Present: Melissa Bradley, Sherry Burrell, Kathy Byrnes, Scott Dressler, Stacey Havlik, Marylu Hill, Zuyi (Jacky) Huang, Stephanie Katz, Christopher Kilby (chair), Rory Kramer, Adele Lindenmeyr, Wen Mao, Stephen Napier, Lesley Perry, Michael Posner, Javad Siah, Ani Ural, Andrea Welker, Craig Wheeland, Tianxia (Tina) Yang

Absent: Sarah-Vaughan Brakman (NIA), Matt Clarkin (NIA), Eric Lomazoff (NIA), Christine Kelleher Palus (NIA), Elizabeth Petit de Mange (NIA), Amanda Rappa (alternate)

Administrative Items

- 1) Stacey Havlik volunteered to take notes.
- 2) Minutes from 12/05/2018 approved unanimously.

New Business

- 3) Proposed Policy on Awarding of Posthumous Degree
After a brief discussion of the policy, the committee unanimously endorsed it.

Sub-Committee Reports & Discussion

- 4) Academic Programs Outside of Colleges
Jacky Huang (chair) presented a proposed definition for “out of college programs” that defines them by what they are not: “Academic programs (e.g., majors, minors, and certificates) that are not within one college with respect to governance.” APC members were invited to email Jacky (zuyi.huang@villanova.edu) with any questions.

The two main existing out-of-college programs are Honors and Villanova Integrated Academics (VIA). The subcommittee has interviewed the director of the Honors Program and will continue to collect information on these two programs to help shape policy recommendations. Adele Lindenmeyr noted that Honors is likely unique in its scope as few future out-of-college programs would include all undergraduate colleges and freshman through senior years; thus, the degree to which Honors can be used directly as a template may be limited. The Cyber Security and Sustainability Studies minors may be more useful.

Jacky noted two issues that have emerged from looking at the Honors Program experience: resources and communication. Honors relies on contributing departments’ good will for staffing. For an established program this works well but for new programs a budget to compensate contributing departments may be necessary. Regarding communication, programs outside of colleges lack full connection to existing structures (e.g., program directors attend college-wide meetings of chairs and deans for within-

college programs) so some alternate structure and communication strategy—including communicating with advisers and students—will be needed.

5) CATS

Michael Posner (chair) presented a proposed broader mandate for the subcommittee (attached to agenda for meeting). APC members suggested a few edits, including changing the wording about monitoring of CATS to clarify that this is at an aggregate and anonymous level, rather than monitoring of specific individuals. The proposal included collecting feedback from faculty; another suggestion was to also collect feedback from students. Both could be accomplished by embedding a link for providing feedback in emails sent by OPIR during the CATS administration process.

Taking a broader view, Rory Kramer suggested the CATS subcommittee change to a teaching evaluation subcommittee that could explore methodologies beyond survey-based evaluation. Christopher Kilby opined that this is an important long-term goal but in the near-term (i.e., the next few semesters), APC should focus on a successful transition to the online platform and push to more fully exploit its potential. Pursuant to this, Christopher mentioned that OPIR has consider shifting from the current UNIT-created CATS results report to one provided by the vendor that would arrive a couple of weeks sooner. The former includes numerical responses together with written comments (providing context for the comments); the latter does not link the two. The key (unanswered) question is whether the new reports from fall semester classes would arrive in time for instructors to revise spring semester courses.

Christopher suggested adding an opening paragraph to the proposed charge that discusses key issues for the committee. This would serve as guidance in the future when different faculty are involved, as a supplement other materials that would be passed along. (The CATS subcommittee archives its materials in a One Drive folder.) A modified version of the charge will be circulated and voted on by email prior to the next APC meeting.

6) Add/Drop

Stephanie Katz reported that the subcommittee is working out details of a proposal related to add/drop that they will present at the next APC meeting.

7) Student Course Load

Rory Kramer (chair) just received data from the registrar on the number of double and triple majors, minors, etc., and will be ready to report at the next meeting.

The meeting adjourned at 1:50. Special thanks to Stacey Havlik for excellent notes!